Chard Town Council

The Guildhall, Fore Street, Chard, Somerset TA20 1PP

01460 239567 www.chard.gov.uk

Mayor: Cllr Jason Baker Town Clerk: Paul Russell

AMENITIES & EVENTS COMMITTEE

Minutes of the Amenities & Events Committee meeting held on Tuesday 29th June 2021 commencing at 19:00 hours in the Town Hall, The Guildhall, Fore Street, Chard TA20 1PP.

PRESENT: Cllr Mrs Kenton (Chair), Cllr Baker, Cllr Kenton, Cllr Mrs Morrison, Cllr Williams and Cllr Mrs Wootton.

ALSO PRESENT: Paul Russell, Locum Town Clerk and Liz Johnson-Idan, Acting Projects Officer.

Public Participation Time
There were three members of the public present.

Cllr Baker formally extended thanks to the Chard Town Council Amenities Team and Caretaker for all the work they had undertaken following the flooding in Chard on the evening of Monday 28th June 2021 in partnership with the various other authorities and organisations.

2021/01 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Carnell (work), Cllr Mrs Bates (work) and Cllr Bulmer (prior engagement).

2021/02 DECLARATIONS OF INTEREST

The following Declarations of Interest were made:

- Cllr Baker: Personal – Chair of SSDC Regeneration Committee;
- Cllr Wootton: Pecuniary interest – Mant Leisure (family member).

2021/03 TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

Proposed: Cllr Mrs Wootton Seconded: Cllr Mrs Morrison
Unanimous

RESOLVED that, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed under agenda item 2021/11, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

2021/04 COMMITTEE MEETING MINUTES

Proposed: Cllr Mrs Wootton Seconded: Cllr Baker

For: Cllr Baker, Cllr Mrs Morrison, Cllr Williams and Cllr Mrs Wootton.

Abstentions: Cllr Mrs Kenton & Cllr Kenton (not present).

RESOLVED to confirm and sign the minutes of the Property & Services Committee meeting held on Tuesday 25th May 2021.

Committee was requested to bring forward item 2021/11(b): **Holyrood Academy Expansion Project –** To receive an update on the requested use of the car park at the Cemetery and to finalise agreement.

Proposed: Cllr Mrs Kenton Seconded: Cllr Mrs Morrison
Unanimous

RESOLVED to bring this item forward and to move into confidential session.

2021/05 CONFIDENTIAL MATTERS

As certain items to be discussed included the consideration of exempt information it was **RESOLVED** under Item 2021/03 that, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they would involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

(a) **Holyrood Academy Expansion Project –** Committee considered the request received from Somerset County Council to use of part of the Zembard Lane car park as a works depot for building works. Three Members from Tatworth & Forton Parish Council were present as 20% of the car park was owned by Tatworth & Forton Parish Council. An update was provided on discussions so far.

The representatives from Tatworth & Forton Parish Council were invited to contribute to the discussion.

Proposed: Cllr Mrs Kenton Seconded: Cllr Williams

For: Cllr Baker, Cllr Kenton, Cllr Mrs Kenton, Cllr Williams and Cllr Mrs Wootton.

Abstention: Cllr Mrs Morrison

RESOLVED:

- To appoint a Task & Finish Group with one representative and the Clerks from Chard Town Council and Tatworth & Forton Parish Council to meet with Somerset County Council prior to 6th July 2021 to recommend a joint agreement to be considered by both Chard Town

Council and Tatworth & Forton Parish Council at their respective full council meetings;
- That Cllr Baker be appointed as representative of Chard Town Council.

Committee moved back into open session.

2021/06 SUPERVISORS REPORT

Committee noted the reports from the Amenities Team and the Guildhall Caretaker.

It was agreed:
- To undertake an investigation into options to mitigate against future flooding in the changing rooms in the Guildhall;
- Confirm that the recent flytipping reported at High Henson was not becoming a regular occurrence.

2021/07 TOWN CLERK'S REPORT

Committee noted the following report:

(a) **Flooding –** Committee noted the update following the recent flooding. The Amenities Team had been assisting SSDC with the clear up in the town centre and would be addressing any issues identified on Council properties. The Guildhall had sustained some damage with flooding in the dressing rooms.

(b) **Hedge Removal Works –** Committee noted that any hedge works could not commence until the beginning of September due to the bird nesting season. This would affect the cemetery proposals.

(c) **MTIG Application –** Committee noted that an application to the Environmental Project Programme MTIG fund had been drafted to purchase an electric road and pavement sweeper and trial two solar compactor litter bins.

Proposed: Cllr Mrs Wootton Seconded: Cllr Williams

For: Cllr Mrs Kenton, Cllr Kenton, Cllr Mrs Morrison, Cllr Williams and Cllr Mrs Wootton.

Abstentions: Cllr Baker

RESOLVED to request an extension of two weeks from the Environmental Project MTIG Fund to enable a full report to be presented and considered by Full Council at its meeting on Monday 12th July 2021. If the report is approved by Full Council an application could then be submitted alongside an agreement to provide match funding.

(d) **Zembard Lane Car Park –** Committee noted the report that had been written in March 2017 outlining the history of this site up until that date. The document had been shared with Tatworth & Forton Parish Council.

2021/08 OPEN SPACES

(a) **Cemetery Report –** Committee considered the report outlining the proposed investment programme at the Cemetery.

Proposed: Cllr Baker Seconded: Cllr Mrs Wootton
Unanimous

RESOLVED:

- To note the report;
- To allocate a sum of up to £10,000 to undertake the initial works outlined in the report. Funding would be taken from the EMR Cemetery reserve;
- To ensure that Best Value was achieved by obtaining two further quotations to undertake the work;
- To commence the project as soon as possible except for the removal of any hedging which would not be undertaken until September.

(b) **Football Pitches, Jocelyn Park –** Committee considered the report outlining the investment in the pitches at Jocelyn Park.

Proposed: Cllr Baker Seconded: Cllr Mrs Wootton
Unanimous

RESOLVED:

- To note the report;
- To ratify the works to the goalmouths at a cost of £680 + VAT;
- To ratify the selective weed killer works at a cost of £270.12 + VAT per pitch;
- To agree to undertake the additional works amounting to £958.80 + VAT;
- To contact both SSDC and the FA to secure funding that had previously been allocated to these works by both organisations.

(c) **Changing Facilities, Jocelyn Park –** Committee noted the update on progress made to date to provide new changing facilities at Jocelyn Park in line with the F.A requirements. S106 funding was currently being identified to help support the project, a suitable site had been identified but would be subject to planning permission and quotations were currently being sought to project manage the initiative. Funding to meet the costs of the project management had yet to be identified.

2021/09 PROPERTY

(a) **Watts Store Update –** Committee noted that an initial quotation based on the specification developed had been requested. This would be presented

to Committee on receipt and a decision would then be taken as to whether the project should be pursued in the 2021/22 financial year.

(b) **Guildhall –** Committee noted the update on the projects being developed at the Guildhall. Projects included the installation of solar panels and battery storage, and the upgrading of all lighting to LED, both funded by the Somerset Climate Change programme.

(c) **Adopted Telephone Kiosk –** This item was deferred.

2021/10 EVENTS

(a) **Markets & Fairs –** Committee received the update report on the development of the markets presented by the Acting Projects Officer.

Proposed: Cllr Baker Seconded: Cllr Williams
Unanimous

RESOLVED to appoint the Events Officer, once in post, to manage and promote the markets in Chard and to develop a vision for Chard Markets to be agreed by elected Members in consultation with staff, traders and advice from the National Market Traders Federation.

2021/11 DATE OF NEXT MEETING

Committee noted that the next meeting of the Amenities & Events Committee would be held on Tuesday 26th October 2021 in the Town Hall, The Guildhall, Fore Street, Chard TA20 1PP.

2021/12 CONFIDENTIAL MATTERS

Proposed: Cllr Mrs Kenton Seconded: Cllr Mrs Morrison
Unanimous

As certain items to be discussed included the consideration of exempt information it was **RESOLVED** under Item 2021/03 that, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they would involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

(a) **Play Area Investment Report Implementation –** Committee considered the report outlining the proposed investment in Jocelyn Park and Ashcroft Park.

Proposed: Cllr Mrs Morrison Seconded: Cllr Baker
Unanimous
(Cllr Wootton did not vote as she had declared an interest)

RESOLVED:

- To note the report;
- To appoint Mant Leisure to carry out the priority works previously agreed;
- To accept the quotation to replace the climbing frame at Jocelyn Park at a cost of £17,539 + VAT;
- To accept the quotation to carry out maintenance works and the replacement swing at Jocelyn Park at a cost of £8,846 + VAT;
- To accept the quotation to undertake priority works at Ashcroft Park at a cost of £20,595 + VAT.

(b) **Holyrood Academy Expansion Project –** This item was considered under minute 2021/05(a)

There being no other business the Chair thanked Members for their attendance and closed the meeting at 9:02pm.

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CHAIR: **DATE:**